

CITY OF BERLIN PARKS & RECREATION COMMISSION

MEETING

MINUTES for WEDNESDAY July 1, 2026 4:30 PM

COUNCIL CHAMBERS, BERLIN CITY HALL, 2ND FLOOR

1. Call to Order / Roll Call

Meeting called to order at 4:38 PM

Present: Kayla Reeves, Tim Bending, Richard Lashbrook, Kamie Jorgensen,

Absent: Pat Hanranhan, Dr. Emmett Durtschi

City Officials Present: Jessi Balcom, Sue Kiener, Catrina Burgess

2. General Public Comments

- Jerry Downs
 - Issue with how campsite reservations are handled
 - First come first serve vs. Reservations for first 10 sites.
 - Concerns about next years online plan

3. Approval of Previous Meeting Minutes

A motion was made by Tim Bending to approve the minutes from June 3 and June 17th, 2026 as presented, with a second by Kamie Jorgensen. Motion approved.

4. Approval for Revenues and Expenditures.

A motion was made by Kamie Jorgensen to approve the Revenue and Expenditures Report as presented, with a second by Richard Lashbrook. Motion approved.

5. Presentations for the Online Rental Programs of parks facilities by Campspot & MYSites

- Presentation by Brian McGuinn with MY Sites
- Presentation by George Murphy from Campspot
- Both Presentations were online demonstrations of each of their respective websites.
- Discussion Only. A decision will be made at next meeting.

6. Parks Facilities Office Signage at 142 Water Street

- Presentation by Sue Kiener
- Sign for in front of the Senior Center to let people know where to go for Park & Rec Facilities
- Examples were presented.

A motion was made by Kamie Jorgensen to approve the purchase of the new signage, with a second by Tim Bending. Motion approved.

7. Rental Procedure Discussion regarding deposit for shelter houses, first-come first-serve policy for campground.

- Presented by Sue Kiener
- Discussion only
- Decisions on changes will be at next meeting when onsite website choice is decided.

8. New Business

- Nothing at this time.

9. Old Business

- Nothing at this time.

10. Adjourn

A motion to adjourn was made by Richard Lashbrook, with a second by Kamie Jorgensen. The meeting adjourned at 5:33 pm.

Respectfully Submitted by – Secretary Tim Bending